

# DODGE COUNTY BUILDING COMMITTEE MINUTES

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Administration Building, Room 1A 127 East Oak Street, Juneau, WI 53039

Date: November 2, 2017

**Call to order:** The meeting was called to order by Supervisor Dennis Schmidt at 5:00 p.m. with the following members present: **Dennis Schmidt, Mark Roesch, Jeffrey Caine, Kira Sheahan-Malloy, and Cathy Houchin**

**Also present:** Russ Freber, Director of Physical Facilities; Barb Brooks, Administrative Secretary; Phil McAleer, Assistant Director of Physical Facilities; Kim Nass, Corporation Counsel

**Public Forum: None**

**Minutes:** A motion was made by Jeff Caine and seconded by Mark Roesch to approve the minutes from the October 5, 2017 meeting and allow the chairman to go out of order to efficiently conduct the meeting: Motion carried.

**Correspondence and Announcements: None**

**Committee Member Reports: None**

**Consider, Discuss and Take Action:**

**Update on Copper Water Pipe at the Dodge County Detention Facility** we have not received test results. Hopefully next week we will receive them. Results will be brought to next month meeting.

**Use of Room Space for Meetings in County Buildings** a Draft policy was given to the Committee.

**Installation of Additional Door for Security Purpose, County Treasurer** the Committee was informed on the quote from Maas Brothers for installation in the amount of \$7,150.

**Fair Grounds Contract for use of the Dodge County Youth Building** the Dodge County Fair Association does have a separate contract with additional fees.

**Jail Improvement Funds Motion to Finance Committee** the following memos were presented to the Building Committee for their recommendation to send to the Finance Committee for their approval

**Water Softener Replacement at the Dodge County Detention Facility** a motion was made by Jeff Caine and seconded by Cathy Houchin to recommend to the Finance Committee to use Jail Improvement Funds for materials to purchase new water Softeners at the Dodge County Detention Facility. We also recommend to pay the invoice to Hellenbrand in the amount not to exceed \$12,891.23. Motion carried.

A motion was made by Jeff Caine and seconded by Kira Sheahan-Malloy to recommend to the Finance Committee to use Jail Improvement Funds for labor and materials to install new by-pass valves and piping for the new water softeners at the Dodge County Detention Facility. We also recommend to pay the invoice to Monona Plumbing and Fire Protection Inc. in the amount not to exceed \$19,188.73. Motion carried.

A motion was made by Jeff Caine and seconded by Mark Roesch to recommend to the Finance Committee to use Jail Improvement Funds for labor and materials to shorten the secondary heating piping to replace the vibration isolators at the Dodge County Detention Facility. We also recommend to pay the invoice to Meyer Mechanical, LLC. in the amount of \$3,995. Motion carried.

**Sally Port Door Repairs** a motion was made by Kira Sheahan-Malloy and seconded by Jeff Caine to recommend to the Finance Committee to use Jail Improvement Funds for labor and materials to repair the

Sally Port Doors at the Dodge County Detention Facility. We also recommend to pay the invoice to Badger Sheet Metal, LLC. in the amount of \$12,354. Motion carried.

**Removal of Pavers and Installation of Concrete at the Dodge County Law Enforcement Center** a motion was made Cathy Houchin and seconded by Jeff Caine to recommend to the Finance Committee to use Jail Improvement Funds for labor and materials to repair concrete at the Law Enforcement Center (J-pod). We also recommend to pay the invoice to Maas Brothers Co, Inc. in the amount of \$6,975. Motion carried.

**Repair of Heating Pipes in the Dodge County Detention Facility** a motion was made by Mark Roesch and seconded by Cathy Houchin to recommend to the Finance Committee to use Jail Improvement Funds for labor and materials to reinsulate the piping for the new water softeners at the Dodge County Detention Facility. We also recommend to pay the invoice to FirestopPlus, LLC. in the amount not to exceed \$2,634. Motion carried.

**Fund Transfers** the Committee was informed of fund transfers from one business unit to another business unit.

**Report & Consider Maintenance Operations & Projects:**

Russ Freber updated the committee on the projects at the different locations.

**Administration Building**

*Staffing* one Custodian position has been filled.

**Dodge County Detention Facility**

*Repairs to Piping in the Boiler Room* Committee was updated on the cost to replace the vibration isolators.

*Update on Pipe Project* Committee was updated on a few invoices that have to be paid.

**Henry Dodge Office Building**

*Removal of Oil Tank* the tank has been removed.

**Other**

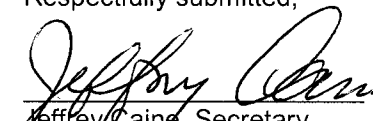
*Painting of Youth Building Restrooms* the restrooms have been painted.

The next meeting is scheduled for Thursday, December 7, 2017 at 5:00 p.m. in Room 1A of the Dodge County Administration Building.

**Adjournment:**

There being no further business to come before this committee, the meeting was adjourned by Supervisor Dennis Schmidt at 6:23 p.m.

Respectfully submitted,

  
Jeffrey Caine, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.